

Workforce Solutions Brazos Valley

Board Meeting

Thursday, April 18, 2019 – 12:00 PM

Center for Regional Services

Board Room

3991 East 29th Street, Bryan, TX

MINUTES

ATTENDEES

Angie Alaniz	Post-Secondary Education
Ann Boney	CBO
William “Bill” Parten	Adult Basic Education
Crystal Crowell	CBO
Dianne Ryder	Private Sector
Donna Taylor	Private Sector
Doug Weedon	Vocational Rehabilitation
Frank Perez	Secondary Education
Jared Patout	Private Sector
Liz Dickey	CBO
Mary Valadez-Perez	Public Assistance
Melinda Berlan	Private Sector
Nick Gilley	Private Sector
Reed O’Brien	Public Employment
Robert Orzabal	Private Sector
Roby Somerford	Private Sector
Tashia Dickerson	Private Sector / Child Care

Excused

Mary Hensley, Josh Isenhour, Nester Leamon, Bert Miller, Marsha Skinner, Clark Gandy and Sal Zaccagnino

Guests

Tara Lamont-Program Director, Robert Kershey-Accountant, Dewayne Street-Regional Director, and Dora Lopez-Quality Assurance for Workforce Center/BSU Contractor ResCare, Latresia Williams-SERCO-CCS Program Manager, Gayle Mann SERCO-CCS Provider Manager, Stephanie Flemings-SERCO-CCS QA Manager, John Brieden III, Judge Michael Sutherland of Burleson County, and TJ Robie - Veterans Services

Staff

Tom Wilkinson, Michael Parks, Vonda Morrison, Karen Sanders, Rachael Robertson, Rachael Richmond, Jodi Cobler, Vicki Wilkins, Lidia Hawryluk, Sharon Maass, Shawna Rendon, Stephen Bailey, Zeb Heckmann and Jasmine Schoellman.

I. Call meeting to Order

Meeting called to order by Chair Robert Orzabal at 12:18 PM.

II. Introductions / Conflict of Interest / Mileage Forms

Forms were made available to Board Members. Judge Sutherland Burleson County was introduced. Mr. Reed O’Brien, our new Board member which replaced Ms. Diamantina Montalvo introduced himself.

III. Review of March 2019 Minutes

WSBV Board minutes for March 21, 2019 were accepted as presented.

IV. Financial Report

Ms. Shawna Rendon explained the financial report was a duplicate of last month due to the timing of the reports and the meetings. Ms. Rendon gave an update on AEL expenditures which should be at 72% and is currently at 50%. AEL is underspent by \$205,000 with only 3 months left in the contract year. Ms. Rendon is almost certain these funds will need to be rolled into next year's funding. With the funds being rolled forward the performance target will also be rolled forward.

ResCare participant has spent \$86,694 and should have spent \$318,000 which leaves an underspent balance of \$231,657. In March there were participant expenditures; however they were minimal. Operations shows \$676,395 spent and should have spent \$865,941 which leaves underspent by \$188,546. Total underspent is at \$420,202, which was worse than February billing. ResCare contract ends September 30, 2019.

SERCO child care is under spent by \$26,000.

V. Consent Agenda

A. Recommend Approval of WIOA Accountability and Performance Outcomes

B. Recommend Approval of Referral Services to Eligible Veterans Policy

C. Update on ResCare's Performance

Mr. Orzabal informed the Board the Recommendations were approved and reviewed in the Planning Committee Meeting. Ms. Dianne Ryder motioned to approve the Consent Agenda. Ms. Liz Dickey seconded the motion. The motion carried.

VI. Convene into Executive Session if needed.

Chair Robert Orzabal made a motion to convene into a closed Executive Session at 12:24 PM to discuss ResCare's performance. All Board members remained present and all staff and visitors exited the Board room.

VII. Action Related to Executive Session if Needed.

Executive Session closed at 12:45 PM with Ms. Liz Dickey's motion to end the Session and Ms. Ann Boney seconded the motion. All guests and staff were welcomed into the Board room.

An action item involving the Workforce Center was presented for vote to the Board. Mr. Roby Somerford motioned to release a Request for Proposal (RFP) for Workforce Services. The motion was seconded by Mr. Bill Parten. The motion carried.

VIII. Executive Director's Report

A. Helping Youth Prepare for Employment

HYPE Career Expo 2019 – April 17, 2019

Theme: Break the Mold: Non-Traditional Employment Employer Data

Ms. Vonda Morrison gave an update of 70 Employers, 1,100 students, 9 speakers and 16 schools were present. Several said it was the best HYPE ever, can't wait till next year.

This was the 7th year for HYPE.

B. National Association of Workforce Boards (Update)

Mr. Robert Orzabal, Ms. Dianne Ryder, Mr. Nick Gilley, Mr. Tom Wilkinson and Ms. Vonda Morrison attended which was held in Washington DC March 23-26, 2019. Several sessions were attended and networking in between sessions.

C. BVCOG Fiscal Audit

Mr. Wilkinson has a copy of the Pattillo, Brown & Hill report if anyone would like a copy of it. No findings were presented and it was referred to as a clean audit. Mr. Stephen Bailey and Jasmine Schoellman were present to address any questions or concerns. None were presented at this time.

D. New Board Member – Reed O'Brien

E. New WIT – Staff Training in June and July 2019

This is the software platform for Texas job search engines for the programs in Texas. The name (WIT) has remained the same. TWC will be coming to CRS hosting four training sessions from June through July. There will also be online training capabilities.

F. Summer Earn and Learn Program (SEAL) 2019

As Ms. Tara Lamont mentioned the WFC, VR and Board staff are gearing up for the SEAL five week program.

IX. Planning Sub-Committee Meeting

Mr. Nick Gilley explained the performance was reviewed by Ms. Vonda Morrison and that the WSBV Board has been put on a Technical Assistance Plan (TAP) due to the WFC's poor performance.

A. Performance Review

B. Board Monthly Monitoring

Mr. Gilley introduced Ms. Vonda Morrison for the performance review and further details. The WSBV Board has been put on a TAP for the Choices Program. In order to get off the TAP the Board must meet Choices performance for the next four (4) consecutive months. TWC is coming to train the WFC staff for four (4) days. The Board will also be implementing training on the basics of each program and will train the WFC and have this training in place for future use. TWC assessed there was no training program in place in the WFC.

Mr. Nick Gilley shared details of the LMI information with employer data. Each Board member will be emailed this information after the meeting today. Mr. Tom Wilkinson explained all these jobs require skills. The employers expect to hire someone with experience or educational skills for their company. The unemployment rate for Brazos is at 2.8%. State agencies do not use the state funded employment agency.

X. Adjourn/Evaluations

Chair Robert Orzabal adjourned the meeting at 1:10 PM